

**Tompkins County Soil and Water Conservation District**  
**Monthly Staff Report**

**Name: Angel Hinickle**

**Month: December 2015**

**Agriculture (0 hrs)**

**NRCS EQIP Streambank Project (3 hrs)**

Worked on determining issue with survey points from the second day of survey collection. Review data after being rotated by Jon. Discuss issue with project engineer and determine next steps.

**Water Quality and Natural Resources (68 hrs)**

Provide technical assistance on stream bank erosion projects: Conducted six field visits to streams where the landowner had concerns regarding erosion or velocity. Planned, prepared for, and taught a NYSDEC 4-Hour Erosion and Sediment Control training at the Town of Dryden Fire Department. Completed the North American Aquatic Connectivity Collaborative (NAACC) protocol and field training. Worked on and submitted FL-LOWPA Happenings Report to Jon. Attended flooding task force meeting and meeting with Mike Thorne on implementing flood resiliency projects outside of the City of Ithaca.

Provide hydroseeding/mulching program to local highway departments: Began identifying expenses that are unpaid and need to be vouchered for, updated expenses spreadsheet created by Jon. Called highway departments and requested information on ditches seeded, staff time, and equipment time needed for grant closeout. Identified missing invoices and worked with Kym and Banfield Baker on obtaining needed documentation.

Participate in the County Flood Hazard Mitigation Program: Complete an as-built survey at the Ludlowville Stormwater Control Project.

**Stormwater ( 22 hrs) –**

Provide stormwater technical assistance to municipalities through contract agreements:

Provided stormwater technical assistance to the Town of Newfield Code Enforcement Officer. Conducted inspections on active construction projects and provided reports to the Town CEO. Reviewed inspections reports from Dominion and TG Miller for Millard Hill.

Responded to questions from Thom Mayo from Renovus regarding the solar project on Old 76 Rd.

Reviewed two SWPPPs for the Town of Ulysses and provided stormwater assistance to the Town regarding winter shutdown.

Provide technical assistance to the Tompkins County Stormwater Coalition for MS4 communities:

Developed a map showing steep soils tributary to AA/AA-s classified waters for coalition members. Continued to work with John Dunkle on developing and scheduling a green infrastructure training in Tompkins County.

Develop agenda for coalition meeting, attend meeting, and write meeting minutes. Meet with the Town of Lansing regarding representation on the coalition from a Town employee or board member. Send SWPPP review checklist and other stormwater related documents to Lynn Day for posting on the Town's website.

**Invasive Species ( 2 hrs)**

Provide Technical Assistance to the County Hydrilla Task Force: Created 2016 proposed treatment area maps for James .

**Earned Income (4.0 hrs)**

Soil Group Worksheets – complete 3 soil group worksheets.

**SWCD Staff (48.5 hrs)**

Conduct weekly staff meetings: Attended staff meetings.

Write an article on the ESI training for the District newsletter. Assist with reviewing and editing articles written by staff. Review draft copy of newsletter and provide edits to Jon.

Email, staff meetings, board meeting, office cleaning, walk-in client assistance, answering phones, and administration (invoicing).

**Education (0 hrs)**

**Vacation leave (0 hrs)**

**Personal leave ( hrs)**

**Sick leave (16.50 hrs)**

**Comp Time ( 0 hrs)**

**Holiday (16 hrs)**

**Floating Holiday ( hrs)**